

**Barton/35th Ave P-Patch
Outreach Committee Meeting
Salvadoran Bakery
September 14, 2010
6:30pm-7:30pm**

Draft Meeting Minutes

Attendance: Molly Lawless, Terri Lindow, Cliff Ellis, Laura Raymond, Maryann Petrocelli, MinhChau Le

Group resources/networks:

- **Molly:** ideas and energy, City of Seattle networks, connections to tools and heavy equipment resources
- **Terri:** 20 years as Paralegal, community volunteer; board experience, food banks, Rat City Roller Girls coach/referee, WCCDA, Block Watch, fundraising/event planning experience.
- **Cliff:** experience as a high school teacher, currently working for Mars Hill Church (Ballard), but connections with the West Seattle community, organizational and tech skills
- **Laura:** lots of volunteer experience/various organizations and capacities, strong neighborhood connections/frequent support of local businesses, daughter in the school system; connected to Arbor Heights pre-school, now Guadalupe and Westside School.
- **Maryann:** work for King County Wastewater Division public involvement/community relations, prior to that was part of a West Seattle community non-profit with lots of established networks in the community; lots of volunteer and board experience.
- **MinhChau:** P-Patch program can offer outreach support, translation and translator services, access to their networks within West Seattle, P-Patch Tours, also DON Neighborhood Matching Fund – connections to network of community minded individuals.

Established roles:

- **Terri volunteered to serve as Outreach Committee Chair**
 - **Create mtg. agenda**
 - **Send out meeting dates**
 - **Delegate and keep us on task!**
- **Maryann volunteered to serve as Secretary**
 - **Send out meeting minutes to Outreach sub-committee members and General Committee Chair for distribution to all the steering committee members (?)**
- **Cliff will maintain and be the “keeper” the outreach contact list**
 - **Coordinate closely with MinhChau to share and keep contacts updated.**

Targeted Outreach/Community resources

- Seniors
 - Mt. St. Vincent
 - Daystar Retirement
 - Senior Center
- Schools
 - Roxhill Elementary
 - Denny Middle School
 - Chief Sealth
 - Westside
 - Arbor Heights Elementary
 - Arbor Heights Pre-school
 - Guadalupe
- Churches
 - Mars Hill, Guadalupe, UU Fauntleroy, Family Promise,
- Blogs/media/community newsletters
 - West Seattle, Roxhill, White Center blogs
 - West Seattle Herald
 - Westwood Neighborhood Council listserv
 - West Seattle Chamber of Commerce, Patti Mullen
- Delridge & SW District Councils, email distribution lists
- White Center Community Development Association, WCCDA
- Delridge Neighborhoods Development Association DNDA
- Block Watch
- Area businesses (sponsorship, assigned plot, other support)
 - Bird on a Wire
 - Café Rozella
- Community Centers
- True Value
- McLendon's
- Home Depot

Action Items:

- **Create a general information and "how to get involved" flier:**
 - Molly and Laura to work on creating flier
 - Maryann volunteered to be the main contact on the flier
 - She would like to talk about this more, flush it out and what makes the most sense, maybe we can discuss it at the next meeting
 - MinhChau will send Laura and Molly the DON flier template
 - Molly and Laura will bring a draft flier to group review to the next outreach meeting.

- Once flier is created, it will be distributed to the whole committee and the grassroots /foot soldier outreach will begin – each committee member responsible for posting/distributing flier within their networks and circles.

- **Create a Google site to track new entries and maintain P-Patch community contacts list**
 - Cliff will create do this and coordinate with MinhChau to keep it updated
 - Keep track of general contact info
 - Area of interest
 - Hours donated
 - Anything else?
 - This will allow us to stay organized, do more targeted outreach when necessary

- **Review Bitter Lake P-Patch website**
 - Everyone should take a moment to check out the site, we should consider setting one up for our P-Patch as an outreach tool

- **Brainstorm ideas for possible outreach events**
 - Everyone come prepared to share ideas at the next outreach committee meeting, Tuesday, September 28 (time/place?).
 - Outreach committee will need to coordinate with event/fundraising committee

Misc:

- Budget considerations for outreach (materials, translation services, events)
- Plan a schedule of outreach activities
- Coordinate with design committee
 - plan for upcoming design workshop outreach

Upcoming meetings & activities:

- P-Patch Tours, check out website and dates
 - www.seattle.gov/neighborhoods/ppatch/tour
- General Committee meeting, Tuesday, Sept 21, 6:30, Salvadoran Bakery
- Outreach Committee meeting, Tuesday, Sept 28, time/location??